

IOWA VERTICAL INFRASTRUCTURE ADVISORY COMMITTEE

**November 19th, 2009
Meeting Minutes**

The Governor's Vertical Infrastructure Advisory Committee met at IWD, 1000 E. Grand, Des Moines IA.

Call to Order and Roll Call

Those who were in attendance at the site or by conference call are the following:

Dennis Bennett, Vertical Infrastructure Committee Member
Eve Palmer, Vertical Infrastructure Committee Member
Tara Barney, Vertical Infrastructure Committee Member (Via Conference Call)
Tom Nichols, Vertical Infrastructure Committee Member
Gary Benshoof, Vertical Infrastructure Committee Member
Dan Prymek, Vertical Infrastructure Committee Member
Mary Krier, Vertical Infrastructure Committee Member

Dean Ibsen, Dept. of Administrative Services, General Services Enterprise
Nick Smith, Dept. of Administrative Services, General Services Enterprise
Paul Carlson, Department of Administrative Services, General Services Enterprise
Captain Mark Probst, Department of Public Safety, Iowa State Patrol
Heather Hackbarth, Department of Management
Pat Mullenbach, Dept. of Administrative Services

Introductions and Welcome

Dennis Bennett opened the meeting and asked everyone introduce themselves. Tara Barney is on the conference call. Captain Probst gave a brief overview of the Post 1 headquarters. The building was re-done in 2000. He said that he will show the committee some of the flaws of the building later on during the meeting. There have been ceiling leaks and wet carpet in the newer area.

Questions and Comments from Committee Members

There were none.

Approval of Meeting Minutes

Daniel Prymek moved to approve the minutes of the October 7th meeting. Eve Palmer seconded. Motion carried.

Old business – None

Ongoing Issues/Staff Report:

Major Maintenance Progress – Dean Ibsen discussed the I-Jobs website. He said that he has submitted major maintenance projects to Shawna Lode at Iowa Finance Authority and these projects will be posted to the website.

Routine Maintenance Progress- Dean Ibsen said that we are waiting on a few agencies to get their MOU's and supporting documentation back to us.

Executive Order Six – Jennifer Moehlmann said that the goal of EO6 is a 15% reduction of energy by 2010. She explained the process. For example, if there are new projects she would review them to see if there are any E06 elements in them. She said that DAS has a partnership with Mid American Energy. All of the buildings on the campus had audits. We will get 1.2 million in rebates from Mid American Energy and 700k from ARA funds. Dan Prymek asked if it would be tough to get the 15%? Jennifer Moehlmann said yes, that it will be tough.

Dennis Bennett asked if there was a process to go through to get a rebate from MidAmerican energy. He also asked who does the maintenance work on these projects, maintenance staff from DAS? Jennifer Moehlmann said that most of the projects are too massive for DAS staff and they have to go to bid. She also said that the BESMART program is administered by the Office of Energy Independence and they offer a low interest loan program for an energy audit.

Demolition – Dean Ibsen said that DAS has a parking lot improvement submitted through Capital Requests, so there might be another funding source for the demolition of the Mercy Annex.

709 Locust has been listed as a historic building. A couple groups from the Department of Cultural Affairs and the East Village have expressed interest in saving this building from demolition.

Dean Ibsen will look up the Clarinda facilities that are currently slated for demolition.

Nick Smith will check on whether demolition was discussed at the focus group.

Other Initiatives:

- E017 – leased facilities – In March the guidelines will be finished.
- Safe Zones or Safe Rooms – There might be legislation that requires all new buildings to have these FEMA met safe rooms.
- Project Central Website – We got a grant to do the analysis and we are working with DAS IT. Centrix is the project website @ISU. We are going up there on Dec 4th with IT project manager, Susan Ging to see a demo of this project.

Staffing, Database, Training:

With budget cuts looming, Dean Ibsen said he wasn't sure what this would mean for staff besides the 5-7 days of furlough time.

Database – RFP not issued yet, but we are working on it.

Elevator – RFP is moving forward.

Training – None

Pat Mullenbach and Michael Allen introduced themselves. Pat is the new Chief Financial Officer for DAS and Michael is the new construction design engineer, sr. for DHS.

Pat Mullenbach said that she is working with all financial managers and scheduling meetings with them. Her goal is to have the financial process automated.

Michael Allen said he was glad to be on the job.

Ratification of Funding Adjustments:

1. ISP Roof Repairs/Tuck Pointing. \$0.00 Net Change
2. Capitol Complex Soldiers and Sailors Monument. \$30k

Dan Prymek made a motion to approve. Mary Krier seconded the motion. Motion approved.

2009 Plan of Action:

1. Routine Maintenance has not been discussed that much.
2. Mary Krier said she will start contacting legislators in advance of meetings.
3. Testimonials from agencies and institutions for the Annual Report need to be gathered.
4. Public information officer – we need to get Bobby Bailey up to speed on VIAC and our plan of action.

Capital Requests:

Dean Ibsen explained that the ranking system is A-H and he described to the committee how this system works.

He said that he went through the projects individually with Nick Smith and they ranked them based on this system. We categorized the projects as we saw them. Dean Ibsen went through each project request.

Dennis Bennett asked what the target number is for the requests. Dean Ibsen said he wasn't sure and that he just is trying to remain optimistic.

Annual Report Draft:

Dean Ibsen asked if the committee had any comments and or any changes for the report.

Mary Krier said she would like to see more pictures and bullet points and to make sure the report is more concise and power packed.

Heather Hackbarth seconded these comments.

Other Business:

Dean asked the committee how they felt about having a joint meeting between the CPC and VIAC.

Dennis Bennett said VIAC generally has more interest in the work of the CPC than the CPC does in VIAC. He suggested that Dean Ibsen give some sort of report instead of having a joint meeting and for Dean to update VIAC on the status of CPC projects periodically. Mary Krier and Eve Palmer agreed with this.

The motion: DAS staff will report CPC info to VIAC.

Dan Prymek made a motion to accept this, Eve Palmer seconded. Motion carried.

Dennis Bennett adjourned the meeting.

Tour of Post 1 and the Fleet & Supply Building began.

Meeting Schedule for 2010 so far:

January 21st, 2010	. 10 a.m. to 2 p.m.	TBD Capitol Complex, Des Moines, Iowa
February 18 th , 2010	10a.m. to 2 p.m.	Iowa Juvenile Home, Toledo, Iowa
March 18 th , 2010	10a.m. to 2 p.m.	Iowa Veteran's Home, Marshalltown, Iowa
April 15 th , 2010	10a.m. to 2 p.m.	Eastern Iowa, TBD